



December 14, 2006

TO: Transportation Authority of Marin Commissioners

FROM: Steve Kinsey, Chair

RE: Addendum to Agreement with Local Government Services (LGS), for extension of Executive Director's contract and incorporation of salary/benefit changes, Agenda Item 12

Dear Fellow Commissioners:

Executive Summary

The contract that TAM has with LGS, dated July 25th, 2005, for the hiring of our Executive Director, Dianne Steinhauer, had a one year term for her employment, from August 24th, 2005, until August 24th, 2006, with an option for up to (two) one-year extensions. In order to retain the services of our ED, the TAM Board needs to extend the terms of the agreement with LGS. In July 2006, the contract was extended until December 31st, 2006 to allow time for the Board to review the ED's performance and make any recommended salary or benefit adjustments.

The Executive Committee will take up the issue of benefit and salary adjustments to the ED's contract in closed session at a special meeting of the Exec Committee held prior to the TAM Board meeting on December 14th. This special Exec Committee meeting will be from 6 to 7 PM . Results from the closed session will be reported out at the end of the Exec Committee meeting, open to public attendance.

The TAM Board will need to extend the Exec Director's contract regardless of the results of the closed session as she is not willing to work for free, at least for very long.

Recommendation: As allowed under Section 2 of Terms and Conditions in the contract between the Transportation Authority of Marin and Local Government Services dated July 25, 2005, and as amended on July 27, 2006 extending the ED's term of service to December 24, 2006, the TAM Board authorizes the extension of the period of employment of the TAM Executive Director until August 24, 2007. The TAM Board authorizes the TAM Board Chair to enter into an amended agreement with LGS to incorporate recommended results from the Executive Director's performance evaluation.